

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1816

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Directives on Internet Notices are available on Internet at www.fsa.usda.gov/dam/forms/notices.asp.

Temporary Directives Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AO-1232 9-29-00	County Office Work Item Comparisons and Information to Assist in FY 2000 Yearend County Office Workload Review	State and County Offices
AO-1233 9-26-00	Civil Rights Training for FSA Employees and Committee Persons	FSA Deputy Administrators and Division Directors SED's and Directors, All Kansas City FSA Field Offices, and APFO
AO-1234 10-3-00	AMS Request for Pork Referendum Registration Forms LS-74 and LS-75	State and County Offices, Except PR
AS-2020 10-2-00	Implementing the Transit Subsidy Benefit Outside the National Capital Region (NCR)	All FSA and RMA Offices except the National Office
BU-582 10-2-00	FY 2001 Funding for Operating Under a Continuing Resolution	FSA Offices
CRP-374 9-27-00	Making CRP Annual Rental Payments in FY 2001	State and County Offices
CRP-375 9-27-00	Canceling CRP Annual Payments With Incorrect Offsets	State Offices and Service Centers

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**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
CRP-376 9-29-00	CRP Contracts Pending Approval	State and County Offices
CRP-377 9-29-00	CRP Continuous Signup Number Change	State and County Offices
FI-2454 10-2-00	FY 2001 FSA Accounting Classification Code Structure	All FSA Offices, except County Offices
FI-2455 10-2-00	October 2000 CCC and Farm Storage Facility Loan (FSFL) Program Interest Rates	State and County Offices
FLP-165 9-27-00	Updating Prevailing Claimant Records Through Automated Data Processing System (ADPS)	State and County Offices
FLP-166 9-29-00	Continuing Suspension of Direct and Guaranteed Loans for Hog Production	State and County Offices
IRM-313 9-29-00	Protecting Classified Information	FAS, FSA, and RMA Employees and Contractors
LD-494 9-29-00	Signup for the Wool and Mohair Market Loss Assistance Program (WAMLAP)	State and County Offices
LP-1756 9-26-00	Clarifying Self-Certification Under the Debt Collection Improvement Act of 1996 (DCIA)	State and County Offices
PF-147 9-29-00	FY 2001 PFC Payments	State and County Offices
PF-148 9-29-00	FY 2001 PFC Payment Rates	State and County Offices
PM-2207 9-27-00	Restricted and Permissible Political Activities	All FFAS Employees
PM-2208 9-27-00	2001 Aspiring Leader Program (ALP)	FAS National Office Employees and All FSA Federal and County Office Employees

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**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
PM-2209 10-2-00	PC-TARE T&A's and the End of the FY Changeover	State Offices, County Offices with GS Employees, and APFO
PS-368 9-29-00	Processing Peanut Marketing Assistance Payment (PMAP)-II Applications and Payments in One Real Time Function Using Software Contained in County Release No. 443	State and County Offices
PS-369 9-29-00	Processing Forfeitures as Local Sales in APSS Using Software in County Release No. 443	State and County Offices
PS-370 10-3-00	Revising and Building Price Support Eligibility Queries for Current Year PFC Data and Contract Commodities Produced on Non-Contract Farms	State and County Offices
TB-978 9-26-00	Tobacco Loss Assistance Program 2000 (TLAP00) Payment Software Procedures	Tobacco State and County Offices
TB-979 9-29-00	2000 Crop Year FSA-578 Summarization Process	Tobacco State and County Offices

**Permanent
Directives**

Permanent directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
7-CN (Rev. 14) Amend. 51 10-3-00	Cotton Loans and Loan Deficiency Payments	KCCO, KCMO, and Cotton State and County Offices
14-CN (Rev. 10) Amend. 18 10-3-00	Procedures for Cotton Clerks	Cotton Clerks and Cotton State and County Offices
1-TB SCOAP Amend. 21 9-29-00	Allotments and Marketing Quotas for All Tobacco Except Burley and Flue-Cured	CT, IN, KY, MA, MD, MN, OH, PA, TN, VA, and WI State and County Offices

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Procedure Notices Procedure notices issued since the last weekly checklist are listed in this table.

PN Issue No.	Date	For
PN Issue No. 101	9-28-00	State and County Offices

Obsolete Directives Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By
AO-1195	10-1-00	Disposal Date
AO-1198	10-1-00	Disposal Date
AO-1204	10-1-00	Disposal Date
AO-1206	10-1-00	Disposal Date
AO-1211	10-1-00	Disposal Date
AO-1213	10-1-00	Disposal Date
AO-1214	10-1-00	Disposal Date
AO-1216	10-1-00	Disposal Date
AO-1229	10-1-00	Disposal Date
APP-25	10-1-00	Disposal Date
AS-1998	10-1-00	Disposal Date
AS-2001	10-1-00	Disposal Date
AS-2003	10-1-00	Disposal Date
AS-2013	10-1-00	Disposal Date
BU-559	10-1-00	Disposal Date
BU-564	10-1-00	Disposal Date

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**Obsolete
Directives
(Continued)**

Short Reference	Date of Obsolescence	Made Obsolete By
BU-565	10-1-00	Disposal Date
BU-568	10-1-00	Disposal Date
BU-570	10-1-00	Disposal Date
BU-574	10-1-00	Disposal Date
BU-578	10-1-00	Disposal Date
BU-579	10-1-00	Disposal Date
CMA-37	10-1-00	Disposal Date
CMA-47	10-1-00	Disposal Date
CMA-50	10-1-00	Disposal Date
CN-907	10-1-00	Disposal Date
CN-908	10-1-00	Disposal Date
CN-911	10-1-00	Disposal Date
CN-912	10-1-00	Disposal Date
COR-92	10-1-00	Disposal Date
CP-520	10-1-00	Disposal Date
CP-524	10-1-00	Disposal Date
CRP-363	10-1-00	Disposal Date
CRP-364	10-1-00	Disposal Date
CRP-366	10-1-00	Disposal Date
DAP-68	10-1-00	Disposal Date
DAP-73	10-1-00	Disposal Date

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**Obsolete
Directives
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Short Reference	Date of Obsolescence	Made Obsolete By
DAP-74	10-1-00	Disposal Date
DAP-75	10-1-00	Disposal Date
FI-2363	10-1-00	Disposal Date
FI-2380	10-1-00	Disposal Date
FI-2393	10-1-00	Disposal Date
FI-2418	10-1-00	Disposal Date
FI-2423	10-1-00	Disposal Date
FI-2424	10-1-00	Disposal Date
FI-2439	10-1-00	Disposal Date
FLP-59	10-1-00	Disposal Date
FLP-71	10-1-00	Disposal Date
FLP-80	10-1-00	Disposal Date
FLP-81	10-1-00	Disposal Date
FLP-82	10-1-00	Disposal Date
FLP-84	10-1-00	Disposal Date
FLP-87	10-1-00	Disposal Date
FLP-88	10-1-00	Disposal Date
FLP-90	10-1-00	Disposal Date
FLP-96	10-1-00	Disposal Date
FLP-102	10-1-00	Disposal Date

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**Obsolete
Directives
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Short Reference	Date of Obsolescence	Made Obsolete By
FLP-106	10-1-00	Disposal Date
FLP-108	10-1-00	Disposal Date
FLP-109	10-1-00	Disposal Date
FLP-114	10-1-00	Disposal Date
FLP-144	10-1-00	Disposal Date
FSFL-4	10-1-00	Disposal Date
FSFL-5	10-1-00	Disposal Date
FSFL-8	10-1-00	Disposal Date
INFO-19	10-1-00	Disposal Date
IRM-286	10-1-00	Disposal Date
IRM-298	10-1-00	Disposal Date
IRM-301	10-1-00	Disposal Date
IRM-302	10-1-00	Disposal Date
IRM-303	10-1-00	Disposal Date
IRM-305	10-1-00	Disposal Date
IRM-308	10-1-00	Disposal Date
LD-490	10-1-00	Disposal Date
LD-491	10-1-00	Disposal Date
LP-1689	10-1-00	Disposal Date
LP-1690	10-1-00	Disposal Date
LP-1701	10-1-00	Disposal Date

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**Obsolete
Directives
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Short Reference	Date of Obsolescence	Made Obsolete By
LP-1704	10-1-00	Disposal Date
LP-1705	10-1-00	Disposal Date
LP-1706	10-1-00	Disposal Date
LP-1707	10-1-00	Disposal Date
LP-1708	10-1-00	Disposal Date
LP-1710	10-1-00	Disposal Date
LP-1711	10-1-00	Disposal Date
LP-1712	10-1-00	Disposal Date
LP-1713	10-1-00	Disposal Date
LP-1715	10-1-00	Disposal Date
LP-1717	10-1-00	Disposal Date
LP-1719	10-1-00	Disposal Date
LP-1721	10-1-00	Disposal Date
LP-1726	10-1-00	Disposal Date
LP-1727	10-1-00	Disposal Date
LP-1728	10-1-00	Disposal Date
LP-1731	10-1-00	Disposal Date
LP-1751	10-1-00	Disposal Date
NAP-39	10-1-00	Disposal Date
PF-121	10-1-00	Disposal Date
PF-125	10-1-00	Disposal Date

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**Obsolete
Directives
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Short Reference	Date of Obsolescence	Made Obsolete By
PF-129	10-1-00	Disposal Date
PF-132	10-1-00	Disposal Date
PF-134	10-1-00	Disposal Date
PF-136	10-1-00	Disposal Date
PF-142	10-1-00	Disposal Date
PF-143	10-1-00	Disposal Date
PM-2129	10-1-00	Disposal Date
PM-2144	10-1-00	Disposal Date
PM-2155	10-1-00	Disposal Date
PM-2157	10-1-00	Disposal Date
PM-2158	10-1-00	Disposal Date
PM-2162	10-1-00	Disposal Date
PM-2163	10-1-00	Disposal Date
PM-2172	10-1-00	Disposal Date
PM-2174	10-1-00	Disposal Date
PM-2186	10-1-00	Disposal Date
PN-638	10-1-00	Disposal Date
PN-640	10-1-00	Disposal Date
PS-324	10-1-00	Disposal Date
PS-326	10-1-00	Disposal Date
PS-363	10-1-00	Disposal Date
PS-364	10-1-00	Disposal Date
PS-366	10-3-00	PS-370
SIP-29	10-1-00	Disposal Date
SU-56	10-1-00	Disposal Date

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USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename PDF	Filename WPD	Other Files	Stocked By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1/</u>	Remarks
AD	2000	09-27-00	Performance Plan Agreement and Appraisal	AD2000. PDF	AD2000. WPD	nofile.htm	RPL/PDF/WP	MP/4 Head to Head	Y	FSA Headquarters Employees, all RMA Employees	N/A	N/A	This fillable form is new and available electronically in PDF and WPD. The PDF version uploaded on 10-4-00 was deleted to add additional fillable cells to the form. Destroy this version. The updated version was uploaded on 10-4-00.
AD	2000A	09-21-00	Opportunity to Improve (OTI)	AD2000A. PDF	nofile.htm	nofile.htm	RPL/PDF	MP/3 Head to Head	Y	FSA Headquarters Employees, all RMA Employees	N/A	N/A	This form is new and available electronically.
AD	2004	09-05-00	USDA Public Transportation Benefit Program Application	AD2004. PDF	nofile.htm	nofile.htm	RPL/PDF	Sheet	N	Headquarters Employees	Notice AS-2020	N/A	This form is new and available electronically.
AD	Unnumbered02	09-05-00	USDA Public Transportation Benefit Program Application	nofile.htm	nofile.htm	nofile.htm	RPL/DOC	Sheet	N	All Offices	N/A	N/A	This form is obsolete. Destroy all stock.

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1/ Filing codes pertain only to State and County Offices.

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USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename PDF	Filename WPD	Other Files	Stocked By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1</u> /	Remarks
FSA	440-25	11-18-96	Financing Statement	FS440-25.PDF	FS440-25.WPD	nofile.htm	RPL/PDF/WP	Sheet	Y	Counties	FMI 1-13-97, 1941-B	Position 1	The fillable PDF form was reissued on 10-2-00 because it had been previously deleted from BBS Forms Library. No revision was made to the content of the form dated 11-18-96.
FSA	470	03-17-98	Tractor Feed Post Card for Metered Postage	nofile.htm	nofile.htm	nofile.htm	KC	Card, Head to Head	N	Counties	1-PN, 2-PN, 5-AS	N/A	This card was reprinted to replenish stock at the "Stocked By" location. Tentative delivery date is 10-29-00. Back orders will be filled automatically. Order only if needed.
FSA	1922-16	08-29-00	Administrative Appraisal Review	1922-16.PDF	nofile.htm	nofile.htm	RPL/PDF	Sheet	Y	FSA	FMI 04-12-00. Referenced in Handbook 1-FLP and FSA PN No. 91.	N/A	This form was revised and is available electronically. The FSA PN will be forthcoming.

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National Procedure Checklist No. 1816 (Continued)

USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename PDF	Filename WPD	Other Files	Stocked By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FSA	Unnumbered 37	N/A	2001 Aspiring Leader Program (ALP) Nomination Form	NOMALP.PDF	nofile.htm	nofile.htm	RPL/PDF	Sheet	Y	FAS National Office Employees and All FSA (including counties)	Notice PM-2208	N/A	This form was revised and available electronically. Destroy old stock.
KC	406	09-19-00	Field Office Message	nofile.htm	nofile.htm	kc0406.doc	KC and RPL/DOC	Cont./5 and sheet	N	FOD-KCFO	N/A	N/A	Fillable Word file has 18 "preprinted" versions available to users. Destroy any stocks/files for these older than edition date 9-19-00. Uploaded to BBS-Forms Library on 9-28-00.
KC	OS	09-29-00	Standard Instructions - Offshore Shipments	nofile.htm	nofile.htm	kc-os.doc	RPL/DOC	Sheet	N	D&DOD	N/A	N/A	Revised; destroy old stocks. Microsoft Word file uploaded to the BBS-Forms Library 10-2-00. Preprinted versions as pertain to consignee.
MISC	MP46		Dairy Operations for Pilot Program, GOT Options	nofile.htm	nofile.htm	nofile.htm	KC	Each	N	States	N/A	N/A	New publication; a partial State distribution will be made directly from the printer.

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National Procedure Checklist No. 1816 (Continued)

USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename PDF	Filename WPD	Other Files	Stocked By	Unit Issue	Fillable	Used By	WDC Directives	File Code <u>1</u> /	Remarks
RD	400-8	08-00	Compliance Review	0400-08.PDF	nofile.htm	nofile.htm	RPL/PDF	MP/9 Head to Foot	Y	FSA, RD	FMI 09-27-00, RD Instructions 1901-E and 4284-F. Referenced in FSA PN No. 100 dated 09-27-00.	Position 5	This form is being reissued in PDF format to correct the wrong form number (RD 440-8) printed on bottom of pages 2 thru 9. It should have been RD 400-8. Destroy a11 copies with RD 440-8 printed on it.
RD	1927-1 LA	11-99	Real Estate Mortgage for Louisiana	1927-1LA.PDF	nofile.htm	nofile.htm	Louisiana/RPL/PDF	MP/4 Head to Foot	Y	Louisiana	N/A	Position 5	This form was revised and is available electronically and printed. Destroy old stock. A distribution was made to LA State Office. Tentative delivery date is 11-2-00. The RD PN will be forthcoming.

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